

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR BOARD MEETING
Tuesday, August 3, 2004 – 6:30 p.m.
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright.

General Manager Rita Velasquez, Fire Chief Keith Grueneberg, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Perez called the meeting to order at 6:35 p.m.
2. David Wigginton led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. The Board accepted the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the Fiscal Year 2002-2003 Comprehensive Annual Financial Report submitted by the EGCSD last December. The Board commended Jeff Ramos and staff for the outstanding work they've done, making this the eighth consecutive year the District has been awarded the certificate.
2. Fire Marshal Steve Foster, along with the Board of Directors recognized the Elk Grove Auto Mall with a perpetual trophy that can be displayed amongst the dealerships for their donation of a large screen TV towards the Thermal Imaging Camera fundraising project. The Elk Grove/Laguna's Women's Club was also recognized and presented with an award for their fundraising efforts totaling over \$40,000 towards the purchase of four thermal imaging cameras for the CSD Fire Department. Fire Chief Grueneberg, who spent a great deal of time and energy toward the project, was presented with an engraved leather man's knife for his dedication and leadership he exemplified during the course of the fundraising events.
3. General Manager Velasquez presented the Board with a Title Sponsor Certificate Award from the Strauss Festival Committee, thanking the District for supporting and co-sponsoring the event.

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. General Manager Rita Velasquez stated the State budget was recently signed by the Governor, which includes the property tax shift for the next two years, after which there will be a constitutional protection on special districts' property taxes. The plan does allow for the State to borrow funds beginning in 2008/2009 from Local Governments, up to two times within a ten-year period, strictly as a loan and to be paid back with interest within 3 years.

With the dedication for the Wackford Community/Aquatic Complex scheduled for August 28, finishing touches are being made at the facility. Work continues at the Rec Center, with the seal coat to be installed this month and the start of preliminary drawings for the restroom renovation.

2. Administrative Services Department - Jeff Ramos stated the Fiscal Year 2004-05 CSD and the District-wide Landscape & Lighting Assessment District budgets are finalized and agendized for approval tonight. Staff has been busy reviewing applications and interviewing for various positions within the District; entering payroll adjustments in the system for the new fiscal year; issuing firefighter uniform checks; and closing the books for fiscal year 2003-04. As part of their conditional offers of employment, background investigations, fingerprinting, and physicals continue for the 15 new firefighter candidates. Finally, staff's recommendation for award of the printing RFP will be forwarded to the Board in the near future.
3. Parks & Recreation Department – David Wigginton reported with the Wackford Community & Aquatic Complex grand opening less than a month away, the Sports Division has spent much of their time preparing for new programs, finalizing staff, and completing components in user group contracts. RFPs were sent out and bids received for potential custodial and catering contracts for the Complex.

Since July was *Parks & Recreation Month*, families were encouraged to get out and enjoy Elk Grove Regional Park. Events held at the Park included Salute to the Red, White, and Blue, Comedy in the Park, Community Camp Out, a free concert featuring the local rock band “FUSE,” and “Sweet Sixteen: A Cotillion Ball” which was the theme of the 16th Annual Strauss Festival held at the Park July 22-25.

The Maintenance staff completed 178 work orders in July and prepped 275 ball fields, pruned 50 trees, installed additional engineered wood fiber under several tot lots, landscaped and installed a new park sign at the northwest entrance of the Elk Grove Regional Park, and sand and stained picnic tables in Area 6A of the Park.

The Planning Division reviewed eleven park and corridor projects. Construction continues to move forward with the Rau, Johnson, Keema, Lewis, Berens, Kramer, Johnston, and Bradford Parks; in addition to construction management, staff is also busy working on Morse Park and the Bartholomew Sports Park.

4. Fire Department – Chief Grueneberg stated even with summer break, crews still completed two school visits and reached over 80 students. As for community events, companies visited five block parties, led two neighborhood 4th of July parades, attended a Safety Fair hosted by KinderCare in Laguna West, co-hosted the Hot Summer Safety Night, along with CSD Parks Department, and inspected 18 car seats during the month of July. Companies tonight will visit over 20 National Night Out parties throughout the community. As for the emergency responses, crews responded to 623 calls in July, with 45 structural-type fires, 443 medical aids, 34 special assignments, and 101 calls classified as “other.”

With increased interest for the use of the new Training Facility, Chief Grueneberg will be working with General Manager Velasquez to develop a fee structure for use of the facility.

5. President Perez thanked the firefighters and paramedics who responded to a call of a participant who had collapsed during a recent tennis tournament held at the Laguna Creek Racquet Club. Although efforts to revive the victim were unsuccessful, President Perez stated he really appreciated the prompt response of the Elk Grove Fire Department, the professionalism the crew displayed, and the care they gave to the victim's children, whose mother was not at the scene.

D. COMMUNICATIONS FROM THE PUBLIC

- I. None

E. CONSENT CALENDAR

1. The Board approved the July 20, 2004 regular Board meeting minutes. Derr-Wright, unanimous.
2. The Board received and filed letters of appreciation to the EGCSO Board of Directors and the staff of the Parks & Recreation Department. Derr-Wright, unanimous.
3. The Board received and filed the In-lieu/Developer Fee Report for July 1, 2003 through June 30, 2004. Derr-Wright, unanimous.
4. The Board approved the lease extension for two classrooms at the Celebration Life Ministries facility, for continued operations of preschool programs offered by the Parks & Recreation Department. Derr-Wright, unanimous.
5. The Board authorized the General Manager to execute the agreement with Emily O'Hair, renewing her Volunteer Coordinator position for FY 2004-05. Derr-Wright, unanimous.
6. The Board authorized staff to contract with Elite Maintenance Management Systems for custodial services at the Wackford Community and Aquatic Complex for FY 2004-05, for an amount not to exceed \$4,244 per month; with the right to extend the contract in writing on a year-to-year basis, for an additional two years with increases to be set according to the Consumer Price Index. Derr-Wright, unanimous.
7. The Board adopted the revised Administration Policy No. 0042 regarding Records Retention. Derr-Wright, unanimous.
8. The Board approved Resolution No. 2004-100, approving a pass-through of Proposition 40 Per Capita grant funds from Sacramento County to the EGCSO, under the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act. Derr-Wright, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. After an overview of the FY 2004-05 EGCSO final budget presented by Jeff Ramos, President Perez opened the Advertised Public Hearing at 7:40 p.m. for comments or questions. With none received, the Advertised Public Hearing was closed.

The Board proceeded to approve Resolution No. 2004-102, adopting the Fiscal Year 2004-2005 final budget for the Elk Grove Community Services District; authorized the bidding of items budgeted in excess of General Manager authorized amounts, with award of bids at future Board meetings; and approved the revised updated Master Plan Figure 11. Derr-Mulberg, unanimous.

2. The Advertised Public Hearing for comments and questions from the public was opened at 7:50 p.m. after a presentation by Jeff Ramos of the Fiscal Year 2004-05 final budget for the District Wide Landscape and Lighting Assessment District. With no comments or questions received, the public hearing was closed at 7:51 p.m.

The Board approved Resolution No. 2004-103, ordering, confirming, and levying the Fiscal Year 2004-05 annual assessment within the boundaries of the District Wide Landscape & Lighting Assessment District and its zones of benefit pursuant to Resolution of Intention No. 2004-29, with a modification to Item 12B of Resolution No. 2004-103: “. . . purchase an 800 MHz frequency, lawn dethatcher, aerator, tractor, **and trailer** and acquire land in the District Wide cost budget.” The Board also approved Resolution No. 2004-104, adopting the Fiscal Year 2004-05 Final Budget for the District Wide Landscape & Lighting Assessment District. Derr-Mulberg, unanimous.

G. PUBLIC HEARINGS

- I. None

H. STAFF REPORTS

1. With no objections or protests from property owners liable for assessment, the Board adopted Resolution No. 2004-101, approving an itemized report of eight parcels subject to special lien and assessment for costs incurred for the abatement of weeds by the Elk Grove Community Services District. Wright-Derr, unanimous.
2. The Board awarded the contract for construction of Fire Station 72R (Atkins Drive) to Magnum Enterprises, Inc., as the lowest responsible bidder for the amount of \$2,689,000. The Board also authorized the General Manager to execute all necessary documents and expend funds for necessary permits, fees, furniture, fixtures, equipment, contingencies, and architectural and engineering fees to insure the completion of this fire station. Derr-McElroy, unanimous.
3. The Board approved the purchase of a portable stage manufactured by Marshall Austin, using \$70,000 of savings from the Fiscal Year 2003-04 budget. A policy will be established with regards to the use of the stage by outside agencies and organizations. Derr-Wright, McElroy – yes; Mulberg, Perez – no.
4. The Board approved Resolution No. 2004-99, endorsing and supporting the formation of the Upper Laguna Creek Collaborative. This endorsement allows CSD staff to continue participating in the visioning, master planning and implementation phases of the development of a multi-functional corridor along the Upper Laguna Creek. Wright-Derr, unanimous.

I. BOARD OF DIRECTORS BUSINESS

- I. None

J. COMMUNICATIONS FROM THE PUBLIC

- I. None

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. Director McElroy asked a) Chief Michelini prepare a report on the possibility of providing high-occupancy facilities within the District with auto defibrillators; b) for a report on signed contracts for usage of the swimming pool at the Barbara Morse Wackford Aquatic Center; and c) the status of fundraising efforts of the WOOF Committee for the proposed Dog Park at the Elk Grove Regional Park.
2. Director Wright asked for an update report of the Teen Center Program that will be offered at the Barbara Morse Wackford Community Center.
3. Director Derr asked a Policies and Procedures Committee be scheduled to discuss the policy on the naming of District parks and facilities.
4. President Perez asked for a verbal report at the first meeting in September on the status of the jogging trail along the perimeter of the Elk Grove Regional Park.

L. ADJOURNMENT TO EXECUTIVE SESSION

President Perez adjourned to an Executive Session at 8:13 p.m.

M. EXECUTIVE SESSION

- I. An Executive Session was opened at 8:15 p.m. to discuss the following item:

CONFERENCE WITH PROPERTY NEGOTIATOR – LAND NEGOTIATION:
APN: 125-0142-005 - (*Government Code Section 54956.8*)

N. REOPEN REGULAR MEETING

President Perez reopened the regular Board meeting at 8:20 p.m. and announced direction was given to the District's Property Negotiator relative to Executive Session Item No. I.

O. ADJOURNMENT

With no further business, President Perez adjourned the meeting at 8:23 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board